



Todd Harms
Fire Chief

Cynthia Saylor
Board President
Division 1

D'Elman Clark
Board Vice President
Division 6

Walt White
Board Secretary
Division 9

Grant Goold
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

Jennifer Sheetz
Board Member
Division 5

Matt Kelly
Board Member
Division 7

Gay Jones
Board Member
Division 8

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING

Thursday, June 23, 2022 – 6:00 PM

Sacramento Metropolitan Fire District

10545 Armstrong Avenue

Board Room – Second Floor

Mather, California

&

Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 814 9228 0574#

Passcode: 838 930 706#

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. Per the State of Emergency effective March 2, 2020, the Board of Directors of the Sacramento Metropolitan Fire District proclaimed that a local emergency exists, and authorized remote teleconference meetings from June 9, 2022 through July 8, 2022 pursuant to Brown Act provisions.

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **If you would like to view the meeting via the Zoom Application, please contact Board Clerk Penilla via email at the address listed below.**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Melissa Penilla
Board Clerk
(916) 859-4305

penilla.melissa@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING

THURSDAY, JUNE 23, 2022

CALL TO ORDER

ROLL CALL

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, June 26th at 2:00pm and Monday, June 27th at 6:00 pm on Channel 14; Webcast at metro14live.saccounty.net.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS

- | | <u>Page No.</u> |
|--|-----------------|
| 1. Action Summary Minutes
Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of June 9, 2022. | 5 |
| 2. Special Services Agreement – Integrated Communications Strategies, LLC
Recommendation: Authorize the Fire Chief to approve a two-year agreement with Integrated Communications Strategies for professional consulting services. | 11 |
| 3. Special Fire Tax – Sloughhouse/Rancho Murieta Area
Recommendation: Adopt a resolution authorizing the County Assessor to incorporate the \$100 per parcel Special Fire Tax for the Sloughhouse/Rancho Murieta area with the 2022/23 Sacramento County property tax levy. | 16 |
| 4. Extension of American Medical Response (AMR) Agreement
Recommendation: Authorize the Fire Chief to enter into a contract extension with AMR. | 20 |



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REGULAR BOARD MEETING

THURSDAY, JUNE 23, 2022

ACTION ITEMS

1. **Retirement of Capital Assets** (*Chief Financial Officer Dave O'Toole*) 23
Recommendation: Adopt a resolution authorizing the retirement of assets.

2. **Election to the California Special Districts Association (CSDA) Board of Directors, Seat B** (*Board Clerk Melissa Penilla*) 29
Recommendation: The Board nominate and vote for one candidate to be elected as the representative for the CSDA Board of Directors Sierra Network, Seat B.

3. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3))** (*President Saylor*) 37
Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from June 23, 2022 – July 22, 2022 or until further re-ratified.

4. **Industrial Disability Retirement – Troy N. Thompson** **
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Firefighter Thompson has suffered job related injuries and is eligible for an Industrial Disability Retirement.

REPORTS

1. **PRESIDENT'S REPORT**—(*President Saylor*)

2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)
OPERATIONS' REPORT – (*Deputy Chief Mitchell*)

3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT** – (BC Matt Cole, Local 522 Vice President)

4. **COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. **Executive Committee** – (*President Saylor*)
Next Meeting: TBD

 - B. **Communications Center JPA** – (*DC Wagaman*)
Report Out: June 14, 2022 at 9:00 AM
Next Meeting: July 12, 2022 at 9:00 AM

 - C. **California Fire & Rescue Training JPA** – (*Chief Harms*)
Report Out: June 22, 2022 at 1:00pm
Location: 3121 Gold Canal Drive
Mather, CA 95670

 - D. **Finance and Audit Committee** – (*Director Orzalli*)
Report Out: June 23, 2022 at 5:30 PM
Next Meeting: July 28, 2022 at 5:30 PM



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REGULAR BOARD MEETING

THURSDAY, JUNE 23, 2022

- E. **Policy Committee – (Director Gold)**
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION

1. **Pursuant to California Government Code Section 54956.9 (a) – One (1) matter of Industrial Disability Retirement.**
 - A. Troy N. Thompson and the Sacramento Metropolitan Fire District Claim #SMDP - 549585 – Industrial Disability Retirement – Ty Bailey, Deputy Chief Administration
2. **Public Employee Performance Evaluation: Fire Chief**
Pursuant to Government Code Sections 54957 and 54957.6

CLOSED SESSION REPORT OUT

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA

- Next Board Meeting – July 14, 2022 at 6:00 PM


The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: TBD

Posted on June 20, 2022

Melissa Penilla, Clerk of the Board

* No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, June 9, 2022

Held at the following locations:

10545 Armstrong Avenue – Board Room
Mather, California
&
Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00pm pm by President Saylor. Board members present in person: Clark, Jones, Saylor, Sheetz, Wood, and White. Board members present virtually via Zoom: Gould, Orzalli, Kelly. Board members absent: None. Staff present: Chief Harms, General Counsel Lavra, and Board Clerk Penilla.

Prior to public comment, President Saylor notified everyone that Action Item number 4 would be removed from the agenda, no presentation or action will be taken.

PUBLIC COMMENT: None

CONSENT ITEMS

Action: Moved by Clark, seconded by Wood, and carried unanimously by members present to adopt the consent calendar as follows:

1. **Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of May 26, 2022.
Action: Approved the Action Summary Minutes.
2. **Disclosure of Material Expenditure – Insurance Brokerage Services – USI Insurance Services**
Recommendation: Authorize payment of \$50,000.00 to USI Insurance Services for brokerage services.
Action: Authorized payment to USI Insurance Services.
3. **Disclosure of Material Expenditure – Aviation Liability Insurance – Westchester Fire Insurance Co.**
Recommendation: Authorize payment of \$115,548.00 to Westchester Fire Insurance Co.
Action: Authorized payment to Westchester Fire Insurance Co.
4. **Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation**
Recommendation: Authorize payment of \$574,486.00 to Safety National Casualty Corporation.
Action: Authorized payment to Safety National Casualty Corporation.

ACTION ITEMS

1. **Fiscal Year 2022/23 Preliminary Budget** (CFO Dave O'Toole)

**PDF Separate Attachment

- A. Resolution – 2022/23 Preliminary Budget for the General Operating Fund 212A
- B. Resolution – 2022/23 Preliminary Budget for the Capital Facilities Fund 212D
- C. Resolution – 2022/23 Preliminary Budget for the Grants Fund 212G
- D. Resolution – 2022/23 Preliminary Budget for the Development Impact Fees Fund 212I
- E. Resolution – 2022/23 Preliminary Budget for the Leased Properties Fund 212L
- F. Resolution – 2022/23 Preliminary Budget for the IGT Fund 212M

Recommendation: Receive Presentation/Adopt FY 2022/23 Budget Resolutions.

Action:

- A. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-044 for the General Operating Fund 212A.
- B. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-045 for the Capital Facilities Fund 212D.
- C. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-046 for the Grants Fund 212G.
- D. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-047 for the Development Impact Fees Fund 212I.
- E. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-048 for the Leased Properties Fund 212L.
- F. Moved by Sheetz, seconded by White, and carried unanimously by members present to adopt Resolution No. 2022-049 for the IGT Fund 212M.

2. **Capital Improvement Program Plan** (CFO Dave O'Toole)

Recommendation: Receive Presentation/Adopt FY 2022/23 CIP Resolution.

Action: Moved by Sheetz, seconded by Wood, and carried unanimously by members present to adopt Resolution No. 2022-050.

3. **FY 2021/22 Budget Amendment** (CFO Dave O'Toole)

Recommendation: Adopt resolutions amending the FY 2021/22 General Fund and Capital Facilities Fund.

Action: Moved by Clark, seconded by Wood, and carried unanimously by members present to adopt Resolution Nos. 2022-051 through 2022-053.

4. **Sacramento Local Agency Formation Commission – Nomination for 2022/2023 CALAFCO Board of Directors** (Board Clerk Penilla)

Recommendation: Nominate Director Jones of the Sacramento Metropolitan Fire District for the District Member seat for the Central Region.

Action: Item removed from the agenda, no action taken.

5. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3))** (President Saylor)

Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from June 9, 2022 – July 8, 2022 or until further re-ratified.

Action: Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2022-054.

REPORTS

1. **PRESIDENT'S REPORT**—(*President Saylor*) No report.

2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)

The Fire Chief thanked the Board and everyone involved in the FY 22/23 Preliminary Budget process for their support and effort in preparing this budget.

Recruitment

Special Operations Battalion Chief – Day Assignment

Geographic Information Data Analyst

Firefighter/Paramedic

Appointment

Congratulations to Joe Fiorica who was appointed to the Assistant Chief/Shift Commander position on A Shift effective June 1st.

Retirement

Congratulations to Engineer David Carrillo on his retirement on June 2nd, after 19 years of service.

Meetings

Continued meetings with Citrus Heights Council Members and Sacramento County Board of Supervisors regarding Capital Facilities Impact Fee Study.

Chiefs Forums started on June 6th and will continue throughout the month, this is the biannual opportunity to meet with all members throughout the District.

Chief Harms briefed the Board on the recommendation from the Service Delivery Team. One of the main areas of focus for the Service Delivery Team has been placement of the 21 SAFER positions. After review from executive staff, the following staffing decisions have been made and will be effective August 1st: staffing a medic full time at Station 59 (6 SAFER positions), adding a fourth firefighter to the high call volume engine 53, engine 24, and engine 61 (9 SAFER positions), and a pilot squad program aimed at air operations (6 SAFER positions). In summary there will be seven positions each shift, which is the 21 SAFER positions in total.

OPERATIONS' REPORT

Deputy Chief Mitchell opened the Operations Report with statistics since the last Board Meeting. There have been 4,279 total incidents since our last report, which is down slightly since the last report to an average of 305 calls per day. Of those 2,851 or 66% were EMS related incidents, and 206 were fire incidents, an average of 14 calls per day.

DC Mitchell shared fifteen CERT Members put in 168 hours to support our Auto-X training. As for the 22-1 Fire Academy, 37 recruits are getting close to the end of their Academy, they are in week 15 of 18. Appropriately with the drying fuels and increasing temps, wildland training is this week. The Lateral firefighters from 21-2 are undergoing their 6 month evaluations as well.

One of the larger incidents we responded to took place on June 1st with several companies on a residential structure fire at Hoffman Lane in Orangevale. This fire presented some challenges to our crews: hot day, heavy fire on arrival with fire burning in the void space between roofs. Although the home sustained significant damage our crews were able to save the homeowner's classic GTO that was in the garage. In addition our crews saved many of the occupant's belongings including the children's sports uniforms which brought tears of joy to the children.

On June 6th a grass fire on Nelda Lane took place which burned 26 acres and threatened and damages several structures. Units on scene included Metro Copter 2, Dozer 1, E358, WT58, E359, WT59, BC9, AC24. Herald Fire and Cal Fire AEU had unified command, and BC14 and 5 were repositioned at Station 58 in case of evacuations and structure loss.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

Vice President Cole congratulated Engineer Carillo on his retirement. He acknowledged and thanked the service delivery team, as many people spent their own time on this project.

He has spent the past few weeks in the community, especially busy supporting those who are in favor of the Zinfandel Training Center. He is proud to report they received a letter from Local 2081, the Cal Fire Firefighter Association, who support having a local training center that can be used to their benefit as well.

They are looking to find solutions to staffing challenges, as we are in a unique situation of fatigue during these last two years, we hear you! We will always be here to support the communities of Metro Fire and we thank you for trust in that.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (President Saylor)

Next Meeting: TBD

B. Communications Center JPA – (DC Wagaman)

Next Meeting: June 14, 2022 at 9:00 AM

C. California Fire & Rescue Training JPA – (Chief Harms)

Next Meeting: June 22, 2022 at 8:00am (This will be the final meeting of the JPA.)

Location: 3121 Gold Canal Drive
Mather, CA 95670

D. Finance and Audit Committee – (Director Orzalli)

Next Meeting: June 23, 2022 at 5:30 PM

E. Policy Committee – (Director Gould)

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked everyone for the reports and Safer Grant deployment.

Director Kelly wishes all the dads a Happy Father's Day!

Director Sheetz thanked everyone for their presentations, and Station 106 for their hospitality last week. She also wished all the dads a Happy Father's Day!

Director Wood is glad to hear something is going to be done about the staffing at Station 59. Doing a ride along many years ago, brought concern to the lone member left at the station when a medic unit is deployed, and they are waiting for coverage to move up. He also thanked Station 68 for their hospitality during the Station Grand Opening, and a special thank you to Erin for all the work into this project.

Director Orzalli thanked Jeff Frye and Dave O'Toole for their work in developing the Capital Improvement Plan, it is greatly appreciated.

Director Goold echoed the comments regarding the CIP, and looks forward to the ability to share this with partners and community members. He also requested a copy of the Service Delivery document.

Director White shared the sentiments of his fellow Directors, and appreciates the recommendation from the Service Delivery Team. On May 28th the Sacramento region lost Randy Brink, a huge supporter of public safety and the equipment manager for the Fire Dogs. His Memorial Service is on June 21st at 4:00pm.

Director Clark thanked staff for their presentations; job well done!

Director Saylor thanked the membership for serving the Sacramento and Placer communities.

Prior to recessing to closed session there was a moment of silence observed for Randy Brink.

The board recessed to closed session at 7:25 PM.

CLOSED SESSION

1. Conference with Labor Negotiator

Pursuant to California Government Code Section 54957.6

- A.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522

- B.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522

- C.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522

- D.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees

- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

Action: The Board took no reportable action.

2. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –
Significant Exposure to litigation pursuant to California Government Code
Section 54956.9 (b): Three cases**

- A. Claim Against Public Entity Pursuant to Government Code Section 910
Raed Sabbah v. Sacramento Metropolitan Fire District Deputy Chief Bailey
Action: Moved by Wood, seconded by White, and carried unanimously by members
present to deny the claim and refer the matter to the District's insurance carrier.
- B. Claim Against Public Entity Pursuant to Government Code Section 910
Victoria Kalish v. Sacramento Metropolitan Fire District Deputy Chief Bailey
Action: Moved by Kelly, seconded by Goold, and carried unanimously by members
present to deny the claim and refer the matter to the District's insurance carrier.
- C. Claim Against Public Entity Pursuant to Government Code Section 910
Darlene Watson v. Sacramento Metropolitan Fire District Deputy Chief Bailey
Action: Moved by Wood, seconded by Sheetz, and carried unanimously by
members present to deny the claim and refer the matter to the District's insurance
carrier.

3. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –
Pursuant to California Government Code Section 54956.9(d)(1): One case**

Case No. 34-2020-00286706-CU-BC-GDS

Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District

Action: The Board took no reportable action.

4. **Public Employee Performance Evaluation: Fire Chief**

Pursuant to Government Code Sections 54957 and 54957.6

Action: The Board took no reportable action.

The board reconvened to open session at 9:45 PM. When the meeting reconvened, Director Goold and Director Kelly did not join virtually, however they were present in Closed Session.

ADJOURNMENT

The meeting was adjourned at 9:48 PM.

Cinthia Saylor, President

Walt White, Secretary

Melissa Penilla, Board Clerk



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

TODD HARMS
Fire Chief

DATE: June 23, 2022
TO: Board of Directors
SUBJECT: Special Services Agreement – Integrated Communications Strategies, LLC

TOPIC

Award a two-year agreement for professional consulting services to Integrated Communications Strategies, LLC (Contractor).

DISCUSSION

The District has worked extensively with Contractor since September 2010 on a vast array of public education and communication issues/projects. As the District would incur increased costs to familiarize a new contractor with its matters, it is in the District's best interest to continue to procure the services from the Contractor to provide the following scope of services: shall perform communication and public affairs services to assist District in performing its duties as a major metropolitan fire district.

FISCAL IMPACT

The estimated cost for professional consulting services is \$5,000 a month, with the total amount billed for a 12-month period not to exceed \$80,000, and is included in the FY 2022/23 Preliminary Budget, and will be included in preliminary fiscal-year budgets moving forward throughout the duration of the agreement.

RECOMMENDATION

Staff recommends the Board authorize the Fire Chief to enter into a two-year agreement with Contractor for professional consulting services as outlined in the agreement, with the option to renew the agreement for two one-year extensions.

Submitted By:

Todd Harms
Fire Chief

**ENGAGEMENT AGREEMENT
BETWEEN
SACRAMENTO METROPOLITAN FIRE DISTRICT
AND
INTEGRATED COMMUNICATIONS STRATEGIES, LLC**

THIS ENGAGEMENT AGREEMENT (“Agreement”), made and entered into as of June 30, 2022, between Integrated Communications Strategies, LLC, with offices located at 2100 21st Street, Sacramento, CA 95818 (“Contractor”), and Sacramento Metropolitan Fire District, with its principal place of business at 10545 Armstrong Avenue, Suite 200, Mather, CA 95655 (“Client”) sets forth the parties’ understanding pursuant to which Contractor shall be engaged by Client.

Article 1. Services to be Performed by Contractor

- 1.1 Services. Contractor shall perform communication and public affairs services to assist Client in performing its duties as a major metropolitan fire district.
- 1.2 Employment of Assistants. Contractor may, at its own expense, employ such assistants as Contractor deems necessary to perform the services required of Contractor by this Agreement.

Article 2. Compensation

- 2.1 Compensation. Client shall pay Contractor a monthly fee of \$5,000 at the beginning of each month, starting on July 1, 2022. Contractor will bill for professional services in accordance with its usual and customary hourly rates. Should the amount of billed time exceed this retainer fee, Contractor may bill for services rendered above the fee amount so long as the total amount billed for the 12-month period does not exceed \$80,000. Unless otherwise terminated as provided in Article 4, this Agreement shall continue in force until the services provided for herein have been fully and completely performed through June 30, 2024. Client may renew this Agreement for two one-year extensions.
- 2.2 Reimbursement for Expenses. Client shall reimburse Contractor for actual, reasonable out-of-pocket expenses (“OOPs”) incurred in Contractor’s performance of this Agreement, including, but not limited to, expenses for delivery services, external printing, filing fees, pay-for-use databases, travel outside of the Sacramento region, and parking.

- 2.3 Payment and Submission of Invoices. Contractor will submit invoices to Client for the monthly retainer fee in advance of each month and for OOPs after they have been incurred with original back-up receipts. Contractor shall receive payment for the monthly retainer and OOPs within thirty (30) days upon receipt of the invoice.
- 2.4 Termination of Services. If Client terminates this Agreement, Client will compensate Contractor in accordance with its terms and provisions, including Article 4.1 for its services through the date of cancellation or discontinuance of services, and will indemnify Contractor as provided in Article 5.1.

Article 3. Obligations of Contractor

- 3.1 Tools and Instrumentalities. Contractor will supply all tools and instrumentalities required to perform the services under this Agreement.
- 3.2 Confidentiality. Contractor will use its commercially reasonable best efforts to safeguard the confidentiality of all proprietary and other confidential information and materials provided by Client. Contractor will not, without the express permission of Client, disseminate any such information or otherwise disclose to any outside party the content or substance of any communications, materials, or information prepared by Contractor in connection with this Agreement, except as required by law.
- 3.3 Assignment. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Contractor without the prior written consent of Client.
- 3.4 Changes or Modifications. Contractor may not change or modify the terms of this Agreement without the prior written consent of Client.

Article 4. Termination of Agreement

- 4.1 Termination, Cancellation or Discontinuance of Services Upon Notice. Either party has the right to terminate this Agreement at any time by giving thirty (30) days' written notice to the other party. Upon written notice, Client will also have the right to cancel or stop any and all plans, schedules or work in progress under this Agreement; and, in such event, Contractor will promptly take proper steps to carry out such instructions. In the case of termination of services, Client shall (i) pay Contractor, in accordance with the

terms and provisions of this Agreement, any and all proper fees or charges earned and incurred by Contractor in connection with such work up to the time of its cancellation or discontinuance; and (ii) indemnify Contractor for all claims and actions by third parties for damages in consequence of Contractor's carrying out Client's instructions, except for claims or actions that result from Contractor's negligence or willful misconduct or that of its employees.

- 4.2 Termination on Occurrence of Stated Events. This Agreement shall terminate automatically on the occurrence of (i) bankruptcy or insolvency of Contractor; (ii) sale of the business of Contractor; or (iii) assignment of this Agreement by Contractor without the express written consent of Client.

Article 5. General Provisions

- 5.1 General Indemnification. Client will indemnify Contractor and its present or former employees against any loss or expense (including attorneys' fees) which they may incur as the result of any claim, suit or proceeding made or brought against Contractor or its employees, or in which Contractor or its employees are asked to participate, based upon any materials they prepare, publish or disseminate for Client based upon information provided or approved by Client prior to its dissemination, production or publication, as well as any claim or suit arising out of the nature or use of Client's products or Contractor's relationship with Client, except for losses or expenses that result from Contractor's negligence or willful misconduct or that of its employees.
- 5.2 Entire Agreement. This Agreement supersedes any and all agreements, either oral or in writing, between the parties hereto with respect to the rendering of services by Contractor for Client and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any parties, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the party to be charged.
- 5.3 Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- 5.4 Arbitration. Any controversy between the parties hereto involving the construction or application of any of the terms, covenants, or conditions of this Agreement will, on the

written request of one party served on the other, be submitted to arbitration. The arbitration will comply with and be governed by the provisions of the California
Page Four

Arbitration Act (Sections 1280 through 1294.2 of the California Code of Civil Procedure). The parties will each appoint one person to hear and determine the dispute and if they are unable to agree, then the two persons so chosen will select a third impartial arbitrator whose decision will be final and conclusive on both parties. The cost of arbitration will be borne in such proportions as the arbitrators decide.

5.5 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this Engagement Agreement as of the above-referenced date.

AGREED TO AND ACCEPTED:

Sacramento Metropolitan Fire District

Integrated Communications Strategies, LLC

Signed: _____

Signed: _____

By: _____

By: _____

Title: _____

Title: _____



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave. Suite 200 • Mather, California 95655 • Phone (916) 859-4300 • Fax (916)859-3702

DATE: June 23, 2022
TO: Board of Directors
SUBJECT: Special Fire Tax – Sloughhouse/Rancho Murieta Area

TOPIC

Board action is required in order to authorize Sacramento County to collect the District's Special Fire Tax in the Sloughhouse/Rancho Murieta area for fiscal year 2022/23.

BACKGROUND

Under provisions of the California Constitution, the residents of the Sloughhouse/Rancho Murieta area approved in November 2000, by more than a two-to-one margin, a special tax to help pay for the fire protection, prevention and training services in their community. The Special Fire Tax, initiated to replace the Fire Suppression Assessment Fee in place in the area since 1986, was capped at a maximum of \$100 per parcel.

DISCUSSION

The County Assessor cannot levy nor collect the District's Special Fire Tax in the Sloughhouse/Rancho Murieta area without formal annual authorization from the District. To have the Special Fire Tax placed on the tax rolls, the Board must adopt a resolution authorizing the County Assessor to make the levy.

The District has contracted with local agency financial consulting company NBS to assist with the administration of the Sloughhouse/Rancho Murieta Special Fire Tax, and they have estimated that the tax will generate \$338,600 in revenues for fiscal year 2022/23.

FISCAL IMPACT

Absent formal authorization from the District's Board, the County Assessor cannot levy the Special Fire Tax in the Sloughhouse/Rancho Murieta area. Failure to assess the fee will result to a loss of revenues of approximately \$338,600 to fund fire protection services in that area.

RECOMMENDATION

Staff recommends adoption of the resolution authorizing the County Assessor to incorporate the \$100 per parcel Special Fire Tax for the Sloughhouse/Rancho Murieta area with the 2022/23 Sacramento County property tax levy.

Submitted by:

Dave O'Toole
Chief Financial Officer

Approved by:

Ty Bailey
Deputy Chief, Administration

Attachment:

- 1) Resolution to Collect a Special Tax Authorized in the Sloughhouse/Rancho Murieta Area and to Authorize the County to Collect the Funds



Sacramento Metropolitan Fire District

10545 Armstrong Ave. Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

TODD HARMS
Fire Chief

RESOLUTION NO. 2022-____
BEFORE THE GOVERNING BOARD OF
THE SACRAMENTO METROPOLITAN FIRE DISTRICT
County of Sacramento, State of California

**A RESOLUTION TO COLLECT A SPECIAL TAX AUTHORIZED IN
THE SLOUGHHOUSE /RANCHO MURIETA AREA AND TO AUTHORIZE
THE COUNTY TO COLLECT THE FUNDS FOR FY 2022/23**

WHEREAS, the electorate of the Sacramento Metropolitan Fire District passed a Special Tax for fire operating expenses in the Sloughhouse/Rancho Murieta Area; and

WHEREAS, the Special Tax authorization is adopted pursuant to Article XIII C, Section 2(d) of the California Constitution; and

WHEREAS, the purpose of the Special Tax is to establish a stable source of supplementary funds to acquire, operate, and maintain fire suppression equipment and services, or for the purpose of paying the salaries and benefits of firefighting personnel, or both, whether or not these services are actually used; and

WHEREAS, on November 7, 2000, the residents of the Sloughhouse/Rancho Murieta Area voted on and successfully passed Measure Q by a yes vote of 2,100 and a no vote of 872; and

WHEREAS, the Board of Directors of the Sacramento Metropolitan Fire District now agrees to collect the Special Tax for this 2022/23 fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Sacramento Metropolitan Fire District authorizes the Sacramento County Office of Auditor/Controller to collect these funds for the District from an estimated 3,386 parcels at \$100.00 each for an approximate levy amount of \$338,600.

PASSED AND APPROVED this 23rd day of June 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested By:

Clerk of the Board



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

TODD HARMS
Fire Chief

DATE: June 23, 2022
TO: Board of Directors
SUBJECT: Extension of AMR Agreement

TOPIC

Staff seeks the Board of Directors approval of a contract extension with American Medical Response (AMR) to continue two 12-hour units in fiscal year 22/23.

SUMMARY

Our current AMR agreement, and extension, provide two 12-hour units through June 30, 2022. With consideration of our reduced SRP staffing, increased call volume, and continued hospital bed delays, this extension provides needed support for our system.

FISCAL IMPACT

The unit hour rate in the AMR contract for FY 2022/2023 is an all-inclusive rate, and Metro Fire recovers costs through EMS billing for all services provided by AMR.

Thus far in FY 2021/2022, the District has recovered more than we have paid AMR. EMS cost recovery is typically 60-90 days after the service is rendered. Therefore, cost recovery will continue to increase, while the invoiced hours are a fixed cost.

The cost of adding unit hours to the system is budgeted for in FY 2022/2023.

RECOMMENDATION

It is recommended that the District enter into a contract extension with AMR to continue staffing two 12-hour units commencing on July 01, 2022 through June 30, 2023 at a cost of \$1,421,835.60.

Submitted by:

Approved by:

Adam Mitchell
Deputy Chief, Operations


Todd Harms
Fire Chief

AMENDMENT TO AGREEMENT FOR AMBULANCE SERVICES

This Amendment ("Amendment") to the Agreement for 911 Ambulance Service, Response and Transportation ("Agreement") dated July 1, 2000 by and between the Sacramento Metropolitan Fire District ("DISTRICT") and American Medical Response West ("CONTRACTOR") is made and entered into effective July 01, 2022 by and between the District and Contractor, (collectively, the "Parties")

RECITALS

WHEREAS, the parties executed an Agreement on July 1, 2000 whereby CONTRACTOR agreed to provide 911 Ambulance Service, Response, and Transportation; and,

WHEREAS, the CONTRACTOR agreed to provide six (6) ambulance units, twelve (12) hours per day between the hours of 0800-2300 as described in Paragraph 085(A) of the Agreement; and,

WHEREAS, the DISTRICT needs to temporarily provide for additional ambulance units for different times during a 24-hour period; and,

WHEREAS, the CONTRACTOR desires to provide the additional units on a temporary basis; and,

WHEREAS this Amendment shall not replace any term of the Agreement except as set forth below;

Now, THEREFORE, the Parties Agree as follow:

1. VEHICLES - CONTRACTOR agrees to provide two (2) additional ambulances each deployed twelve (12) hours per day, 365 days per year. The hours for operation shall be 0700-1900 for one unit, and 1900-0700 for the other unit. Any unit hours incurred in excess of the standard twelve (12) hour per unit deployment due to emergency incidents shall be paid at the standard unit hour rate set forth in the Agreement.
2. TERM - This Amendment shall be effective upon approval of the District's governing Board and execution of the parties. The Amendment shall cover the period from July 01, 2022 to June 30, 2023. This Amendment can be terminated at any earlier time by the DISTRICT upon 30 days written notice to the CONTRACTOR.
3. COMPENSATION TO CONTRACTOR - The DISTRICT agrees to compensate CONTRACTOR based upon the unit hour cost set forth in the Agreement.

All other terms, conditions, and obligations of the Agreement shall remain in full force and effect. The parties acknowledge and agree that this Amendment is to

temporarily provide additional units and hours as described herein due to staffing shortages of the DISTRICT during the term of this Amendment.

Sacramento Metropolitan Fire District

American Medical Response West

By: _____

By: _____

Name: Todd Harms

Name: _____

Title: Fire Chief

Title: _____

Date: _____

Date: _____

DRAFT



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

DATE: June 23, 2022
TO: Board of Directors
SUBJECT: Retirement of Capital Assets

BACKGROUND

Beginning in fiscal year 2011/12, District Finance staff began performing a biennial physical inventory of all District capital assets, defined as equipment with a purchase price or value of \$5,000 or more at the time of acquisition. Capital assets deemed no longer useful or without value to the District are catalogued and a board resolution authorizing retirement is prepared. The last retirement of capital assets based on the physical inventory process was approved by the Board of Directors in February of 2019.

DISCUSSION

Due to COVID restrictions, the biennial inventory was delayed and a capital asset physical inventory was not completed until June of 2021. The inventory team visited every division and fire station district-wide to physically locate each of the 1,538 assets listed in the District's financial records. During the physical counts, staff was able to identify equipment that was obsolete (i.e., broken or beyond useful life) and needed to be retired. Additionally, District staff had listed equipment that was not located during the initial inventory process. The inventory team made multiple follow-up visits and phone calls to track down missing items and most items were ultimately located; however, after extensive searches, six items could not be found.

The list below details the items the District seeks approval to remove from the capital asset inventory. The majority of these assets have no book value. Five items have a remaining value, including asset #4958 (medic #24443), which was totaled during an accident in August 2019. Insurance proceeds for this vehicle have been received. Asset #3936 (trailer) is a duplicate item of Asset #4055 and the manual entry adding this asset to the inventory needs to be reversed.

STAFF REPORT – RETIREMENT OF CAPITAL ASSETS

Page 2

#	ASSET	IN SERVICE	ADJ COST	DESCRIPTION	SERIAL NUMBER	BOOK VALUE	TAG	NOTES
1	3605	12/23/03	9,267	APD DETECTION UNIT	1024	0	500521	OBSOLETE
2	3563	05/30/03	7,149	AREARAE	294-500280	0	501609	OBSOLETE
3	3564	05/30/03	8,076	AREARAE	294-500281	0	501608	OBSOLETE
4	3661	06/22/04	7,058	AREARAE	592-904337	0	501599	OBSOLETE
5	3158	01/01/90	6,205	BA COMPRESSOR	12482	0	501658	OBSOLETE
6	3405	01/01/01	8,000	COMMERCIAL DRIER	403010751	0	501219	OBSOLETE
7	3185	01/01/93	6,312	EXTRACTOR	379	0	501514	OBSOLETE
8	3188	01/01/93	10,520	EXTRACTOR	6328801	0	501602	OBSOLETE
9	3191	01/01/93	6,312	EXTRACTOR	7129403	0	501613	OBSOLETE
10	3243	05/13/96	7,513	EXTRACTOR	6234401	0	501615	OBSOLETE
11	3598	12/12/03	9,712	EXTRACTOR	301328901	0	501616	OBSOLETE
12	3599	12/12/03	9,712	EXTRACTOR	301329001	0	501617	OBSOLETE
13	3600	12/12/03	9,712	EXTRACTOR	301329201	0	501618	OBSOLETE
14	3601	12/12/03	9,712	EXTRACTOR	703305101	0	501614	OBSOLETE
15	3570	09/06/03	15,473	EXTRICATION SET 3-PC		0		OBSOLETE
16	3241	01/01/96	13,289	EXTRICATION SET 3-PC	102473/-443/-478	0		OBSOLETE
17	3254	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
18	3255	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
19	3256	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
20	3259	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
21	3260	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
22	3261	01/01/98	13,691	EXTRICATION SET 3-PC		0		OBSOLETE
23	3283	01/01/99	13,841	EXTRICATION SET 3-PC		0		OBSOLETE
24	3240	01/01/96	13,289	EXTRICATION POWER		0		OBSOLETE
25	3262	01/01/98	13,691	EXTRICATION POWER		0		OBSOLETE
26	3195	01/01/94	10,489	EXTRICATION COMBO	103001/-003	0		OBSOLETE
27	3240.3	01/01/96	0	EXTRICATION SPREADER		0	501138	OBSOLETE
28	4432	01/05/13	20,940	FIREWALL	1801002658	0	501076	OBSOLETE
29	4698	06/30/15	26,898	FIREWALL	1801020445	0	501077	OBSOLETE
30	3441	06/30/02	7,296	MOBILE DATA TERMINAL	36811.1	0		MISSING
31	3444	06/30/02	7,500	MOBILE DATA TERMINAL	36804.1	0		MISSING
32	3452	06/30/02	7,238	MOBILE DATA TERMINAL	22785	0		MISSING
33	4908	06/30/16	0	MOBILE DATE TERMINAL		0		MISSING
34	4958	09/27/16	68,241	MEDIC TYPE III	WDAPF3CC9G9674841	31,277	24443	TOTALED 08/19
35	3560	05/30/03	7,543	MINIRAE 2000	095-515831	0	501597	OBSOLETE
36	3559	05/30/03	7,543	MULTIRAE PLUS	095-512572	0	501595	OBSOLETE
37	3565	05/30/03	7,864	MULTIRAE PLUS	095-512899	0	501596	OBSOLETE
38	4241	05/05/10	118,006	PHONE SYSTEM		0		NOT AN ASSET
39	3567	05/30/03	8,113	PPBRAE	250-101360	0	501593	OBSOLETE
40	3561	05/30/03	5,926	PRORAE REMOTE HOST	3004124	0	501620	OBSOLETE
41	3785	01/24/06	10,200	RANGE/OVEN		0	601313	OBSOLETE
42	5059	09/20/17	10,954	RANGE/OVEN		4,043	501517	BROKEN
43	3872	04/21/06	27,174	SUV	1FXPU16536LA75659	0	24281	TOTALED 05/19
44	5122	08/24/11	0	SWITCH	FDO1531Z060	0	501104	
45	5159	05/27/08	0	SWITCH	FOC1218Y0MS	0	501110	OBSOLETE
46	3219	01/01/95	10,870	T/R TERMINAL COMM 120	500010504	0	501754	MISSING
47	4368	01/02/13	8,949	THERMAL IMAG CAMERA	2135HR	895		MISSING

STAFF REPORT – RETIREMENT OF CAPITAL ASSETS

Page 2

#	ASSET	IN SERVICE	ADJ COST	DESCRIPTION	SERIAL NUMBER	BOOK VALUE	TAG	NOTES
48	4404	01/23/13	8,949	THERMAL IMAG CAMERA	2171HR	820	501318	BROKEN
49	3936	01/07/06	24,783	TRAILER		9,335		DUPL OF 4055
50	4343	06/26/06	10,958	FIT TEST UNIVERSAL	80951782	0	501588	TRADED IN
51	4345	03/06/09	5,847	FIT TEST UNIVERSAL	80951776	0	501587	TRADED IN
52	4227	03/06/09	5,847	FIT TEST UNIVERSAL	80248286	0	501581	TRADED IN
53	4951	05/12/17	12,029	VEHICLE SCANNER TOOL	12432	6,316	501445	OBSOLETE
54	4243	06/15/10	10,232	VIDEO CAMERA, HD	26A45907	0	502197	OBSOLETE
55	4244	06/15/10	10,232	VIDEO CAMERA, HD	26A45908	0	502196	OBSOLETE

To continue to maintain an accurate record of usable equipment and vehicles, and in compliance with the District's Capital Asset Policy, the Board of Directors must approve the removal of these assets from inventory as part of the disposal process.

All items above will be e-wasted, recycled, or donated for parts.

FISCAL IMPACT

The current book value on the remaining five items (less the medic due to the insurance proceeds) is \$21,409. However, since these were expensed in full at the time of purchase, there is no fiscal impact.

RECOMMENDATION

Staff recommends adoption of the attached Resolution to Retire Capital Assets.

Submitted by:

Approved by:

RMarie Jones
Accounting Specialist

Dave O'Toole
Chief Financial Officer



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

RESOLUTION NO. 2022-_____

BEFORE THE GOVERNING BOARD OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT

County of Sacramento, State of California

A RESOLUTION TO RETIRE CAPITAL ASSETS

WHEREAS, the Board of Directors approves the purchases of equipment by the adoption of the budget; and

WHEREAS, Staff identified equipment exceeding its useful life and are now obsolete.

WHEREAS, the District inventoried all capital asset equipment and was unable to locate certain equipment; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Sacramento Metropolitan Fire District that the following items will be disposed:

#	ASSET	IN SERVICE	ADJ COST	DESCRIPTION	SERIAL NUMBER	BOOK VALUE	TAG
1	3605	12/23/03	9,267	APD DETECTION UNIT	1024	0	500521
2	3563	05/30/03	7,149	AREARAE	294-500280	0	501609
3	3564	05/30/03	8,076	AREARAE	294-500281	0	501608
4	3661	06/22/04	7,058	AREARAE	592-904337	0	501599
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6	3405	01/01/01	8,000	COMMERCIAL DRIER	403010751	0	501219
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8	3188	01/01/93	10,520	EXTRACTOR	6328801	0	501602
9	3191	01/01/93	6,312	EXTRACTOR	7129403	0	501613
10	3243	05/13/96	7,513	EXTRACTOR	6234401	0	501615
11	3598	12/12/03	9,712	EXTRACTOR	301328901	0	501616
12	3599	12/12/03	9,712	EXTRACTOR	301329001	0	501617
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14	3601	12/12/03	9,712	EXTRACTOR	703305101	0	501614
15	3570	09/06/03	15,473	EXTRICATION SET 3-PC		0	

#	ASSET	IN SERVICE	ADJ COST	DESCRIPTION	SERIAL NUMBER	BOOK VALUE	TAG
16	3241	01/01/96	13,289	EXTRICATION SET 3-PC	102473/-443/-478	0	
17	3254	01/01/98	13,691	EXTRICATION SET 3-PC		0	
18	3255	01/01/98	13,691	EXTRICATION SET 3-PC		0	
19	3256	01/01/98	13,691	EXTRICATION SET 3-PC		0	
20	3259	01/01/98	13,691	EXTRICATION SET 3-PC		0	
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22	3261	01/01/98	13,691	EXTRICATION SET 3-PC		0	
23	3283	01/01/99	13,841	EXTRICATION SET 3-PC		0	
24	3240	01/01/96	13,289	EXTRICATION POWER		0	
25	3262	01/01/98	13,691	EXTRICATION POWER		0	
26	3195	01/01/94	10,489	EXTRICATION COMBO	103001/-003	0	
27	3240.3	01/01/96	0	EXTRICATION SPREADER		0	501138
28	4432	01/05/13	20,940	FIREWALL	1801002658	0	501076
29	4698	06/30/15	26,898	FIREWALL	1801020445	0	501077
30	3441	06/30/02	7,296	MOBILE DATA TERMINAL	36811.1	0	
31	3444	06/30/02	7,500	MOBILE DATA TERMINAL	36804.1	0	
32	3452	06/30/02	7,238	MOBILE DATA TERMINAL	22785	0	
33	4908	06/30/16	0	MOBILE DATE TERMINAL		0	
34	4958	09/27/16	68,241	MEDIC TYPE III	WDAPF3CC9G9674841	31,277	24443
35	3560	05/30/03	7,543	MINIRAE 2000	095-515831	0	501597
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38	4241	05/05/10	118,006	PHONE SYSTEM		0	
39	3567	05/30/03	8,113	PPBRAE	250-101360	0	501593
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44	5122	08/24/11	0	SWITCH	FDO1531Z060	0	501104
45	5159	05/27/08	0	SWITCH	FOC1218Y0MS	0	501110
46	3219	01/01/95	10,870	T/R TERMINAL COMM 120	500010504	0	501754
47	4368	01/02/13	8,949	THERMAL IMAG CAMERA	2135HR	895	
48	4404	01/23/13	8,949	THERMAL IMAG CAMERA	2171HR	820	501318
49	3936	01/07/06	24,783	TRAILER		9,335	

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52	4227	03/06/09	5,847	FIT TEST UNIVERSAL	80248286	0	501581
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54	4243	06/15/10	10,232	VIDEO CAMERA, HD	26A45907	0	502197
55	4244	06/15/10	10,232	VIDEO CAMERA, HD	26A45908	0	502196

PASSED AND APPROVED this 23rd day of June, 2022, by the following vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested by:

Clerk of the Board



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

TODD HARMS
Fire Chief

DATE: June 23, 2022
TO: Board of Directors
SUBJECT: Election of Representative to the California Special District Association (CSDA) Board of Directors

TOPIC

Cast ballot to elect a candidate to serve as a representative for California Special District Association (CSDA) Board of Directors Sierra Network, Seat B.

DISCUSSION

Each of CSDA's six regional divisions has three seats on the Board. Each candidate is either a board member or management-level employee of a member district located in the agency's geographic region. Each District in good standing shall be entitled to vote for one (1) candidate to represent its network.

Metro Fire has received electronic ballot material and instructions, which are included as an attachment. The governing Board of Metro Fire may cast their ballot for one candidate by voting at an official public meeting. The selection of the candidate must be by a majority vote of the Board.

The Clerk of the Board will complete the ballot electronically via the CSDA secure voting portal prior to the election deadline of Friday, July 8, 2022.

The candidate who receives the most votes will be elected with terms of office commencing in 2023 and expiring in 2025.

RECOMMENDATION

Staff recommends the Board nominate and vote for one candidate to be elected as the representative for the California Special District Association (CSDA) Board of Directors Sierra Network, Seat B.

Submitted By:

Melissa Penilla
Clerk of the Board

Attachment – CSDA Ballot Material



- Home
- How It Works
- Logout Todd Harms

CSDA Board of Directors Election Ballot - Term 2023-2025; Seat B - Sierra Network

Please vote for your choice

Choose one of the following candidates:

- Jerry Gilmore, Truckee Sanitary District*
- Scott Holbrook, Auburn Area Recreation and Park District
- Elliot Mulberg, Florin Resource Conservation District

*Incumbent

Jerry Gilmore* [\[view details\]](#)

Scott Holbrook [\[view details\]](#)

Elliot Mulberg [\[view details\]](#)

Continue

Cancel



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jerry Gilmore

District/Company: Truckee Sanitary District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 24 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Board of Directors; Executive Committee, Treasurer; Audit Committee; Fiscal Committee - Chair

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

CASA—California Association of Sanitary Agencies;

CSRMA—California Risk Management Authority

SDRMA-Special District Risk Management Authority

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

Past Division Commander US Coast Guard Auxiliary;

Academy Review Panel for US Rep. Tom McClintock

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

Jerry L. Gilmore

Candidate Statement

02/14/2022

My name is Jerry Gilmore, and I am seeking reappointment to the CSDA Board of Directors for the Sierra Network. I was extremely pleased to have been elected and have faithfully represented the Sierra Network and my area on the eastern communities.

This past term has been challenging while our communities, state, and nation have had to adjust in learning to operate and function around Covid restrictions. Much of our work at CSDA last year was facilitated through Zoom meetings and via email. But through it all, many things were accomplished. One of the most notable was the huge effort by CSDA staff and you, our members, pushing through legislation for relief funding to many special districts which were greatly affected by the pandemic. Each year we set a series of goals for the staff at CSDA and they have achieved most of them to the benefit of Special Districts.

I have valued the opportunity that was given to me to represent the Sierra Network. During my tenure, I attended all four modules of the Special District Leadership Academy and received my Certificate of Completion.

I've regularly attended the Board and Committee meetings. I also was elected, as one of the newest members of the CSDA Board, to the Executive Committee and am currently serving as Treasurer for the CSDA Board. I also continue to be a very active board member of the Truckee Sanitary District and currently serve on the Financial Committee.

Again, I truly appreciate your initial appointment and sincerely ask to be reappointed to the CSDA Sierra Network.

Respectfully,

Jerry L. Gilmore



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Scott Housebrook

District/Company: Auburn Area Recreation: Park District (ARD)

Title: Director

Elected/Appointed/Staff: ELECTED

Length of Service with District: 22+ YEARS

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

NO

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Auburn Re-Development, Various Comf Committees - (Homeless, Community Centers, General Plan UPDATE)

4. List civic organization involvement:

Auburn Exchange Club (Past) Work with Ind Order of Old Fellows -

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

I thank all for their consideration and hopeful vote to add me to the CSDA Board. Having participated in many CSDA functions, I feel a fresh and new voice and perspective could be beneficial to the board and association. I bring a long and successful history as a business owner, and long term member of the Auburn Recreation District (ARD) Board.

Entering a time when fiscal challenges are going to be a major focus for all of us, my experience in setting budgetary direction and policies that have created long term viability will be especially beneficial. Thanks in great part to my leadership, our district is one of the strongest public agencies around! We have created strong reserves, reduced and ensured long term liabilities will be met, as well as planning for obsolescence & developing alternate sources of income.

I focus on methods to get things done, overcoming obstacles and creating win-wins. My experience working with County, State and Federal leadership has resulted in great facilities and partnerships. My history working with staff, the board, business and constituency to facilitate consensus is another strong point. I know my voice, advocating for our District and community on all levels has led to many positive outcomes. I feel developing consensus is important, but that does not mean rubber stamping or backing down. I am not afraid to stand up & take some arrows for reason and fight for what I feel is best for the community and district, while at the same time respecting differing opinions and supporting the decisions majority.

Again I thank you for your consideration and support. I promise to make myself available and represent your concerns and priorities. I hope to be a positive addition to the board!

As Always.....

Keep Smilin', Scott



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Elliot Mulberg

District/Company: Florin Resource Conservation District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 12 years in November

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Legislative Committee, Bylaws Committee, Expert Feedback Teams

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

CALAFCO Board of Directors 2001-2006

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Commissioner Sacramento LAFCO 1995-2006, Executive Officer Solano LAFCO 2012-16

Elk Grove Community Services District Board 1994-2006

4. List civic organization involvement:

Rotary Club of Elk Grove Director, Friends of Stonelakes National Wildlife Refuge Treasurer,

Elk Grove Western Festival Treasurer, Elk Grove Historical Society Past President

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

Statement of Elliot Mulberg

I am a Director of the Florin Resource Conservation District (FRCD), which also provides potable water to 12,000 connections in Elk Grove as the Elk Grove Water District.

Prior to my service on the FRCD, I have twelve years' experience on the Cosumnes (formerly Elk Grove) Community Services District (CSD). We provided parks and fire services to the Elk Grove community and fire service to the City of Galt.

I have served on CSDA's legislative committee for over 10 years, the bylaws committee for over three years, and several Expert Feedback Teams. I also co-authored CSDA's formation guide in 2015.

However, much of my experience with special districts is by way of Local Agency Formation Commission (LAFCO). I have held nearly every position in LAFCO, a LAFCO commissioner, as the special district seat on Sacramento LAFCO, the CALAFCO Board, as one of the special district directors, a Senior Analyst with Monterey LAFCO, and Executive Officer of Solano LAFCO. While on the CALAFCO board, I participated in the rewrite of the mosquito abatement and vector control district law (SB 1588), and the rewrite of the CSD law (SB 135).

In 2011, I formed E Mulberg & Associates, a consulting firm specializing in LAFCO related projects. As a consultant, I completed several municipal service reviews (MSR) and sphere of influence updates for both large and small districts. My MSR projects include reviews for water districts, irrigation districts, wastewater districts, reclamation districts, fire districts, cemetery districts, health care districts, county service areas, and cities. City services evaluated were airports, electricity, fire, library services, parks and recreation, sewer, and water.

I think my experience working with many types of special districts would be beneficial to you on the CSDA board. I would be honored to receive your vote.



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

RESOLUTION NO. 2022-____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT PROCLAIMING A LOCAL EMERGENCY, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT FOR THE PERIOD OF JUNE 23, 2022 – JULY 22, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Sacramento Metropolitan Fire District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Sacramento Metropolitan Fire District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, meeting in person would present imminent risk to health and safety of attendees; and

WHEREAS, the Board of Directors does hereby find that conditions causing imminent risk to attendees has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Sacramento Metropolitan Fire District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, all meetings will be held in a virtual manner where the public may access them via the virtual platform with all login information provided on each board meeting agenda.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person would present imminent risk.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby re-ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff and legislative bodies of the Sacramento Metropolitan Fire District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) July 22, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Sacramento Metropolitan Fire District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND APPROVED this 23th day of June 2022, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District

President, Board of Directors

Attested By:

Clerk of the Board